

"TFAP Curriculum": Advisor Feedback

#	Action Required	Feedback	Who	Status	Comments
1	Discuss	For the website, include an additional category of "web-based training" so that FAAs who want to search for online training can do so easily.	Mike High	Open	Change to be reviewed after initial rollout of website.
2	Discuss	For the website, include a link to Ed Express courses.	Mike High	Open	Change to be reviewed after initial rollout of website.
3	Discuss	On the front page of the website change "NASFAA" to NASFAA Annual Conference.	Mike High	Open	Change to be reviewed after initial rollout of website.
4	Discuss	Change the "training for specific functions" designation to "training for specific topics".	Mike High	Open	Change to be reviewed after initial rollout of website.
	None	Decide whether or not you want Front 2 back on the Web available to external customers. (Actually, it already is, they just don't know it.)	Beth Arbogast	Closed	
	None	FSA-Sponsored Conferences - per Jacque who is sitting on the EAC team these conferences will probably be renamed. We should check on that before going to print.	Midge Hunt	In Progress	
	None	Sources of Additional Information - How about alphabetizing these? Editing issues - FSA Handbook end paren under frequency of updates on its own line; Audit Guides doesn't have a end paren under frequency of updates.	Midge Hunt	Closed	
	None	Add "Getting It Right" course to "Training for Specific Functions" portion of curriculum.	Bill Ryan	Closed	20-Aug
	None	Student Eligibility - I don't think that topic is role based. It seems to be more of a general topic.	Midge Hunt	Closed	6/16 The team discussed the appropriate category for "Student Eligibility" (which was under role-based). Since Student Eligibility is a general name for a variety of courses that vary on an annual basis, the team decided to change the name to either "Student Eligibility Offerings" or "Student Eligibility Issues".
	None	Update "WebEx Training of New Tools" to "Web Conference Training of New Tools" because Web Ex is a product name that FSA may not use	Howard Weitzner	Closed	
	None	Remove "Non-Traditional Programs" from TBD courses.	Kay Jacks	Closed	
	None	For the "COACH" course description, update the name of the "Fundamentals of Title IV" to "Fundamentals of Title IV Administration"	Miruna Patrascanu	Closed	
	None	Change "Training for New Financial Aid Professionals" to "New Financial Aid Professionals Training"	Howard Weitzner	Closed	7-Jul

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	None	Instead of referring to the audience as "Financial Aid Professionals" we should refer to them as "Financial Aid Administrators" because that is the term they use to describe themselves	Julie	Closed	7-Jul
	None	Remove the responsible party under frequency of updates prior to distributing to school personnel.	Midge Hunt	Closed	6/23 This information is included because this is a working document. Insert footer indicating Internal Use Only.
	None	Change "Fundamentals of Title IV" to its full name "Fundamentals of Title IV Administration".	Tom	Closed	7-Jul
	None	For "Fundamentals of Title IV Administration" under the description, remove the text that reads "as well as new or inexperienced FAAs who need to learn the basics of Title IV".	Julie	Closed	7-Jul
	None	Choose a name for all external training so that it can be used to replace the current external FSA U page. Keep in mind that you are dealing with college administrators, so the title needs to make sense in terms of Higher Ed terminology. (such as 100 series does not make sense for a course that carries a prerequisite)	Beth Arbogast	Closed	
	None	Remove the "frequency of updates" column from the curriculum	Bill Ryan	Closed	
	None	Remove "existing/new" column from curriculum format and divide courses into separate pages of "existing" and "to be developed" courses	Bill Ryan	Closed	
	None	Change the name of "How to Read and Understand the Laws and Regulations" to "Statute Regulations, and Subregulatory Documents: How to Understand Title IV"	Bill Ryan	Closed	
	None	Change the name of "Untangling the Web" to "Web Resources"	Bill Ryan	Closed	
	None	Change the description of the "Untangling the Web" course from "A beginner's course for the new financial aid professional on how to access websites related to understanding, participating in, and processing Federal Student Aid. The sites have been divided into different categories or steps in the Financial Aid process. Individuals learn to access all sites quickly from the School's Portal or IFAP." to "A beginner's course on FSA websites related to understanding, participating in, and administering Federal Student Aid."	Bill Ryan	Closed	

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	None	For "Untangling the Web" change the delivery format from "Printed manual/Online tutorial" to "Web-based tutorial"	Bill Ryan	Closed	
	None	100 Series should be renamed "FSA Course Curriculum"	Bill Ryan	Closed	
	None	Update "non-traditional programs" course description to include specific topics.	?	Closed	
	None	Remove introductory text from "Electronic Access Conferences" that states, "Each year, the U.S. Department of Education (ED), Federal Student Aid (FSA) conducts two Electronic Access Conferences for financial aid administrators and financial aid staff participating in the Federal Student Aid program. More than 3,000 participants attend each year."	Bill Ryan	Closed	
	None	Add "High School Counselors/TRIO Videoconference" to the list of Conferences	Jo Ann Borel	Closed	
	None	Change the name "Professional Association conferences (state, regional, national)" to "Non-FSA conferences".	Bill Ryan	Closed	
	None	Change the "Sources of Additional Information" to "Additional Resources for Financial Aid Professionals"	Bill Ryan	Closed	
	None	Change delivery format for the "Blue Book" from "printed manual, also available online" to "printed version also available online"	Bill Ryan	Closed	
	None	Since the NASFAA basic training is referred to as "core" training I suggest a different name for our "Core" training.	Midge Hunt	Closed	6/16 The team agreed to change the "Core" curriculum to either "Basic" or "Introductory" so it would not be confused with the NASFAA "Core" training.
	None	I don't see program integrity on here. I think it should be included given that this is a primary goal for FSA.	Midge Hunt	Closed	6/16 The team discussed whether to include a placeholder for a "Program Integrity" course and decided against it. Instead, program integrity as an objective of FSA will be discussed in the introduction to the course listing.
	None	Fundamentals of Title IV - we are hoping to add more sessions, so perhaps it isn't necessary to give a total per year. Will school people know what an "RTF" is?	Midge Hunt	Closed	
	None	Functional Courses, EDEXpress Basics - the text refers to three different methods of instruction but the delivery format lists just web-based.	Midge Hunt	Closed	
	None	COD - simply an editing issue - "downloaded" has a funny break under Delivery Format - the "d" is separate from the rest.	Midge Hunt	Closed	

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	None	FAA Access - does this belong in role based? Perhaps it is a source of additional information. Also, the columns aren't completely filled in.	Midge Hunt	Closed	
	None	Advanced Courses - I have already expressed my concern that this name raises expectations that we are unlikely to meet. This training is for experienced personnel but isn't necessarily advanced training. Another editing comment - the description uses the word "requirement" when I think it should be "require".	Midge Hunt	Closed	6/16 The team decided that since the two "Advanced Courses" did not require previous knowledge, they should be moved to the "Functional" category.
	None	Professional Association ... another editing issue under Delivery Format -perhaps that column of the spread sheet needs to be expanded slightly so the whole word "Conference" will fit in the cell. Maybe this is where program integrity should be placed. Don't we expect to be offering some type of training on program integrity annually?	Midge Hunt	Closed	
	None	Blue Book Isn't this going to Mike High's group in the Schools Channel?	Midge Hunt	Closed	
	None	FSA Assessments & Schools Portal - several columns are blank.	Midge Hunt	Closed	
	None	Divide the courses into core, advanced, and specialized	Beth Arbogast	Closed	
	None	Remove manuals and guides in the list of training/curriculum, they are not training. The same goes for web-based tools such as "FSA Assessments"	Beth Arbogast	Closed	
	None	Decide if you want links to these manuals, guides, web tools, etc....in the new site. If so, links to the manuals and guides on IFAP's site can be placed in the website either as individual listings (such as click here for Direct Loans, here for Pell, etc...)or as one link to IFAP that forces people to use the search functions to find what they are looking for.	Beth Arbogast	Closed	N/A
	None	Separate conferences into individual sections/links such as EAC, Videoconferences, Software Developers, etc...	Beth Arbogast	Closed	N/A
	None	Decide which Association site training you want to link to, if any. (NASFAA, EASFAA, etc...) We could do National and Regional pretty easily, but the states have a tendency to change their links fairly often for both cost and ownership reasons, so keeping up with the correct links could be time consuming.	Beth Arbogast	Closed	

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	None	I didn't see LAP/LARS training listed or NSLDS web-based training. Don't know if they still exists or not.	Beth Arbogast	Closed	These courses are not for FAAs.
	None	Create a separate page for each category of courses.	Bill Ryan	Closed	